

5-6613

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT : Transfer of Ceiling from FE Field to TSS Headquarters.

STATINTL

1. The subject request proposes the establishment of two GS-5, Clerk (Steno) positions in TSS, and the abolishment of two positions in [REDACTED] on the FE Field T/O. These actions do not involve the transfer of any function between the two components, but is part of an agreement whereby ceiling was originally transferred from TSS to FE on a temporary basis in order that FE might process two TSS personnel to the field immediately. (See Tab A)

2. The Office of Personnel approves the classification in GS-5 of the two proposed Clerk Stenographer positions. (See Tab B)

3. The Chief, Budget Division, states that his office has been advised that transfer of ceiling has been accomplished between the two organizational elements and that a corresponding transfer of funds, if necessary, will be made for the remainder of the current fiscal year.

4. It is recommended that the subject proposal be approved.

[REDACTED]
Chief, Management Staff

STATINTL

Attachments:

- Tab A-Memo to AD/A fm AD/P
- Tab B-Memo to MS fm AD/P
- Tab C-Memo fm Budget dtd 24 May '54

APPROVED:

Date: _____

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L. E. WHITE
Deputy Director
(Administration)

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MS/MRW/law (10 June 1954)

MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

missing attachments to tabs A, B, C